

Madison County Facilities Advisory Committee Meeting Minutes
February 20, 2008, 3:00 p.m.
Madison County Courthouse

Committee Chairman John Scully opened the Madison County Facilities Advisory meeting at 3:00 p.m. Minutes were reviewed and passed.

Those people on the attached list were present for the meeting.

Speakers Regarding Space Requirements:

Clerk and Recorder

Peggy Kaatz, Clerk and Recorder, discussed space needs in her office and the vault. Questions were received after the presentation. Nancy Griffin asked about the possibility of going entirely to electronic records. Peggy responded that a majority of the records are currently electronic but there are certain items that are required to be physically kept in the office. Paul Marsh asked if she has a need for a private office. Peggy responded that it would be advantageous because it is very difficult to concentrate when there are constant interruptions. Pat Bradley asked Peggy if she felt the original plan was adequate. Peggy responded that she felt they could use even more office space, storage and parking than the original plan offered.

Justice of the Peace

MaryAnn O'Malley, Justice of the Peace, stated that she has worked for the County for 15 years, thanked the committee members for sacrificing their time to help us out, and gave a brief description of the activities of her office. MaryAnn stated they need their own courtroom. Because of the volume of court cases, it is getting increasingly difficult to schedule. She also stated that the need for a more private office is imperative and that she often comes in at night for privacy and that storage and security are also very urgent issues. The issue of security while taking prisoners to court was discussed as was the issue of required mediation to relieve some of the pressure on the courtroom. MaryAnn stated that mediation is generally required but courthouse facilities are used during the process. Pat Bradley asked if she felt the original plan was adequate. MaryAnn responded that she did.

Clerk of Court

Bundy Bailey, Clerk of Court, presented the committee with a list of the estimated weight of documents stored in her vault. She stated that she parallels with the Clerk and Recorder and the Justice of the Peace for work load and that she needs at least one more person but doesn't have room for another desk. Paul Marsh asked about future growth and expansion. Bundy responded that one court case currently has twenty files, each weighing two pounds, and that amount is growing. Bundy also stated that because of the restoration project conducted a few years ago, all asbestos was removed from her vault so it is no longer fire proof.

Pankey House

Patty Davis, County Attorney's Office, stated that the space requested is adequate but the space they currently occupy is a nightmare. She stated that they sometimes have three people in one room all on different phone calls talking about confidential issues with other offices down the hall able to hear the conversations. She stated that additional space is a need for all offices in the Pankey House. The Planning office has gigantic maps but no place to open and look at them. All storage areas are jammed to capacity and there is no fire suppression anywhere. Pat Bradley

asked if the original plan allowed adequate space. Patty responded that it did for all offices, except the Sanitarian needed more room.

Sheriff's Department

Sheriff Dave Schenk spoke about his department stating that the space summary prepared by SMA was accurate except for the size of the jail. He stated that in estimating for the number of cells in the original plan, they had tried to project what the needs would be in twenty years. Dave reviewed the deficiencies in the current jail, stating that although they have taken measures for temporary fixes Federal Standards will never be met. The topic of incorporating a mental health facility or drug treatment center into a new facility to make it more acceptable was also discussed.

Commissioners Office

Commissioner David Schulz discussed law suits that the County has faced both over jail standards and the Americans with Disabilities Act. Commissioner Schulz stated that those in his position were continually obligated to find a resolution to these issues. He stated that space in his office is incredibly inadequate and having three people talking at once is not as productive as if each had private space. He stated that more and more people are attending Commission meetings and that space is very limited in the current conference room. The Commission often moves larger meetings to either the Courtroom or the Jury room when available but because of increased volume in the courts these options are often unavailable.

Other topics that were discussed at the meeting were hiring a secretary; funding for the committee, change of name: the new name of Madison County Facilities Advisory Committee was adopted; creating a core group from each community; and overall objective of the committee.

At 5:15 p.m. the group went to tour the Pankey House and the Schoolhouse.

Minutes prepared by Laurie Buyan.